



# In case of unequal treatment at UID

It is important for us at UID to maintain a positive and productive work environment, free of harassment or discrimination. If you are a student or staff member at UID and feel that you in some way have been treated unequally at school – or if you are aware of any unequal treatment at UID – please contact your teacher, UID leadership, the [equal opportunities group](#) or any other member of the staff. Remember that it is always ***your perception and experience of a situation*** that counts – it is never a matter of doing an assessment if the situation can be considered unequal or not.

If you have been the victim of harassment, discrimination, sexual harassment or bullying. Please follow the following steps:

- 1) Talk to someone about what has happened
- 2) Try to write down and document what has happened
- 3) Report suspected criminal offences to the police
- 4) Report to [UID leadership, Work environment or Equal opportunities representative](#)

More detailed information and resources can be found on UMU webpage: [“If something happens”](#)

## Contacts

If you do not want to, or cannot contact someone at UID, you have other options:

- Turn to the [occupational health service](#) if you are a member of the staff
- Turn to the [student health service](#) if you are a student
- Turn to the faculty or the [Star team](#) (Support team for safe work and study environment)
- Turn to the university lawyers.
- Your trade union
- The person/s responsible for the social study environment at the student unions

## The procedure of handling cases of unequal treatment at UID

If the University is informed that a student or staff member feels subjected to harassment, sexual harassment or discrimination, the University is obliged to investigate the circumstances. The steps that will be followed by leadership or representative thereof (with your approval and help) are:

- 1) Documentation of the incident(s) (words, actions, date, witnesses etc.)
- 2) Individual conversations with the person/s involved.
- 3) Follow-up meetings to analyze the situation, has it changed? *If not:*
- 4) Contact the faculty and Star team (Support team for safe work and study environment).

The handling of errands can of course differ depending on the case. Please note that ***you have the right to be anonymous*** if you prefer. The procedures follow the [UMU Guidelines for handling discrimination, harassment and unequal treatment](#).